

~~SECRET~~

2 SEP 1969

MEMORANDUM FOR: Chairman, Agency Contract Review Board
✓ Chief, Building Planning Staff, OL
Chief, Personnel and Training Staff, OL
Chief, Security Staff, OL
Chief, Logistics Services Division, OL
Chief, Printing Services Division, OL
Chief, Procurement Division, OL
Chief, Real Estate and Construction Division, OL
Chief, Supply Division, OL

SUBJECT : Office of Logistics Historical Report

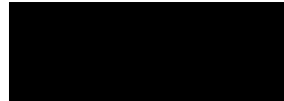
1. We have been advised by the Chief, DCI Historical Staff, as follows:

"It is not necessary to number each paragraph in the history, as might be done in the preparation of a memorandum or staff study. The consecutive numbering of the paragraphs complicates editing and final typing."

2. This particular thought is not specifically covered in Chapter IV of the Handbook For The Writing Of DDI, DDS&T, And DDS Histories which was previously distributed to your respective Offices.

3. This is forwarded for your information and guidance in the final preparation of your respective segments of the subject report.

25X1A9a



Acting Chief, Planning Staff, OL

OL 9 589

~~SECRET~~

